



HCBS Draft Policies Walkthrough

Presented by: Laura Leistra

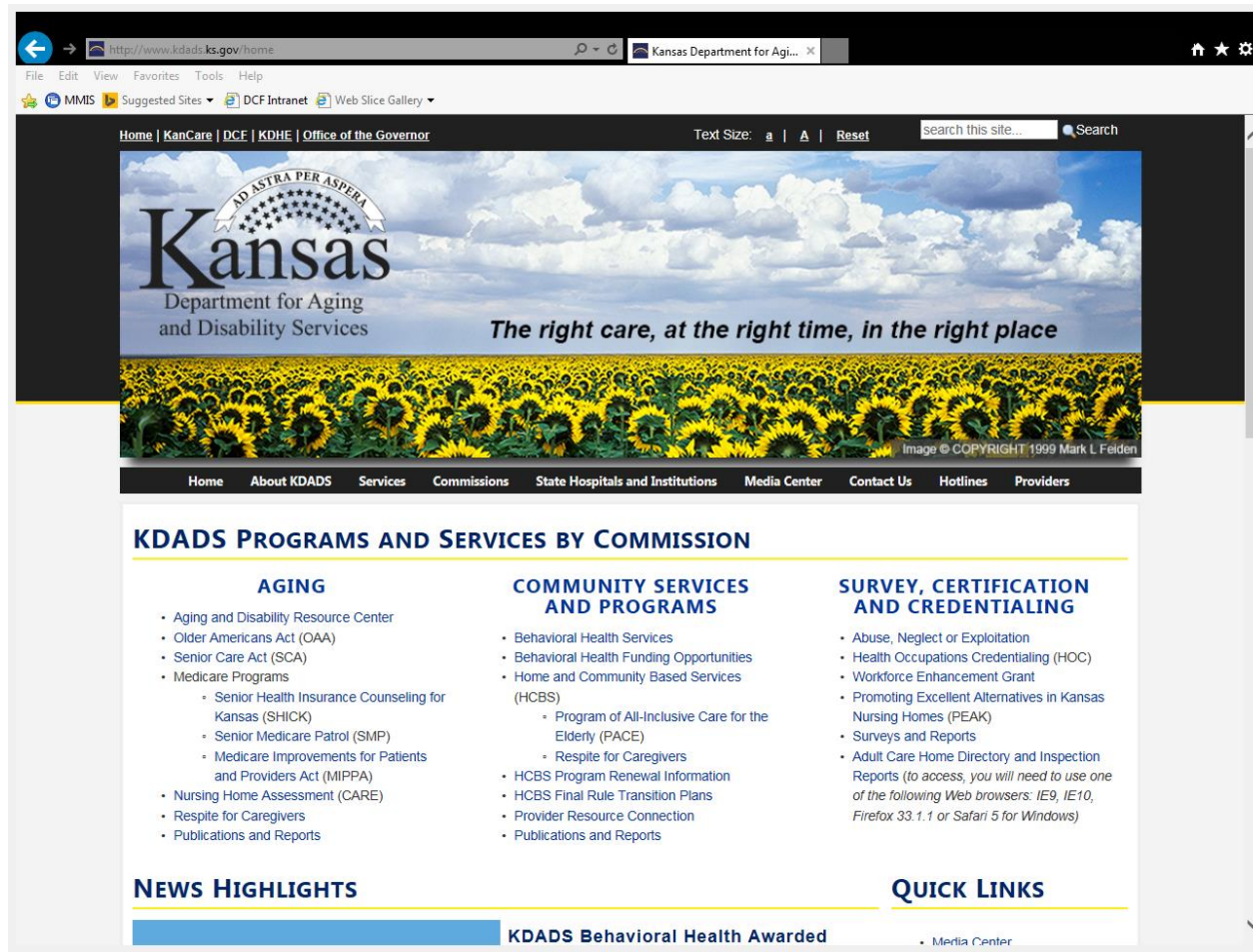
HCBS FE/ Contracts/ Web Design Program Manager

Community Services & Programs

April 2015

Go to the KDADS Website

www.kdads.ks.gov



Once on the site please click on the “[Home and Community Based Services](#)” link.



This will bring you to the [Home and Community Based Services](http://www.kdads.ks.gov/commissions/csp/home-community-based-services-(hcbs)) page.



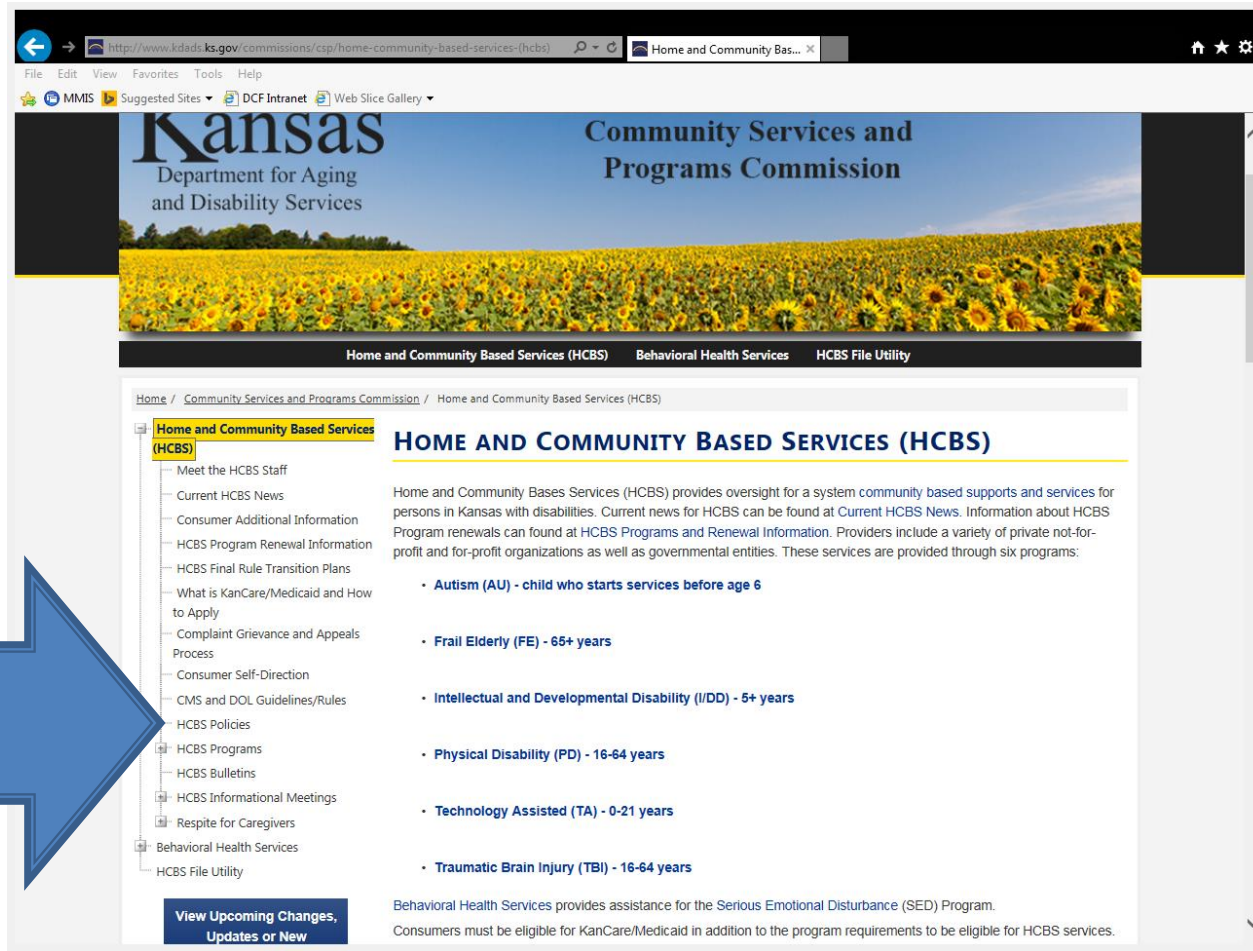
Click on the box with the plus sign next to Home and Community Based services.



The screenshot shows the website for the Kansas Department for Aging and Disability Services. The header includes the state seal and the text "AD ASTRA PER ASPERA", "Kansas", and "Department for Aging and Disability Services". The main banner features a field of sunflowers and the text "Community Services and Programs Commission". Below the banner is a navigation bar with links: "Home and Community Based Services (HCBS)", "Behavioral Health Services", and "HCBS File Utility". The left sidebar contains a tree view with "Home and Community Based Services (HCBS)" highlighted. A large blue arrow points to this link. Below the sidebar is a button that says "View Upcoming Changes, Updates or New Information for HCBS Programs". The main content area is titled "HOME AND COMMUNITY BASED SERVICES (HCBS)" and contains a paragraph about the program and a list of six services:

- Autism (AU) - child who starts services before age 6
- Frail Elderly (FE) - 65+ years
- Intellectual and Developmental Disability (I/DD) - 5+ years
- Physical Disability (PD) - 16-64 years
- Technology Assisted (TA) - 0-21 years

This will allow you to view the link for the HCBS Policies page.



The screenshot shows the website for the Kansas Department for Aging and Disability Services, specifically the Home and Community Based Services (HCBS) page. The browser address bar shows the URL: [http://www.kdads.ks.gov/commissions/csp/home-community-based-services-\(hcbs\)](http://www.kdads.ks.gov/commissions/csp/home-community-based-services-(hcbs)). The page features a header with the Kansas Department for Aging and Disability Services logo and the title "Community Services and Programs Commission". Below the header is a navigation bar with links: "Home and Community Based Services (HCBS)", "Behavioral Health Services", and "HCBS File Utility". The main content area is titled "HOME AND COMMUNITY BASED SERVICES (HCBS)". It includes a sidebar with a list of links, a main text area, and a footer section.

Home and Community Based Services (HCBS)

Home and Community Bases Services (HCBS) provides oversight for a system community based supports and services for persons in Kansas with disabilities. Current news for HCBS can be found at Current HCBS News. Information about HCBS Program renewals can found at HCBS Programs and Renewal Information. Providers include a variety of private not-for-profit and for-profit organizations as well as governmental entities. These services are provided through six programs:

- **Autism (AU) - child who starts services before age 6**
- **Frail Elderly (FE) - 65+ years**
- **Intellectual and Developmental Disability (I/DD) - 5+ years**
- **Physical Disability (PD) - 16-64 years**
- **Technology Assisted (TA) - 0-21 years**
- **Traumatic Brain Injury (TBI) - 16-64 years**

Behavioral Health Services provides assistance for the Serious Emotional Disturbance (SED) Program. Consumers must be eligible for KanCare/Medicaid in addition to the program requirements to be eligible for HCBS services.

[View Upcoming Changes, Updates or New](#)

Click on the [HCBS Policies](#) link and you will arrive at the [HCBS Policies](#) page.

The screenshot shows a web browser window displaying the Kansas Department for Aging and Disability Services website. The browser's address bar shows the URL: [http://www.kdads.ks.gov/commissions/csp/home-community-based-services-\(hcb\)/hc](http://www.kdads.ks.gov/commissions/csp/home-community-based-services-(hcb)/hc). The website header includes navigation links: Home, KanCare, DCF, KDHE, and Office of the Governor. A search bar is also present. The main banner features the Kansas state seal and the text "Community Services and Programs Commission". Below the banner, there are three tabs: "Home and Community Based Services (HCBS)", "Behavioral Health Services", and "HCBS File Utility". The "Home and Community Based Services (HCBS)" tab is selected, leading to the "HOME AND COMMUNITY BASED SERVICES POLICIES" page. This page has a sidebar with a list of links, including "Meet the HCBS Staff", "Current HCBS News", "Consumer Additional Information", "HCBS Program Renewal Information", "HCBS Final Rule Transition Plans", "What is KanCare/Medicaid and How to Apply", "Complaint Grievance and Appeals Process", "Consumer Self-Direction", "CMS and DOL Guidelines/Rules", "HCBS Policies" (highlighted), and "HCBS Programs". The main content area is titled "HOME AND COMMUNITY BASED SERVICES POLICIES" and "HCBS Draft Policies". It contains a paragraph asking users to send questions and comments about draft policies to KDADS via email at HCBS-KS@kdads.ks.gov. Below this, there is an "Example: Draft IDD Crisis Policy Question/Comment" and a list of draft policies with their comment due dates: "HCBS Provider Background Check Policy - Comments due by 08.30.2015", "HCBS-WORK Transitions - Comments due 08.30.2015", "IDD Crisis Policy - Comments due 08.30.2015", "Military Inclusion Policy - Comments due 08.30.2015", "Priority of Urgency of Need for Services (PUNS) - Comments due 08.30.2015", "Temporary Care (TC) - Comments due 08.30.2015", and "Traumatic Brain Injury Program Eligibility - Comments due 08.30.2015".

Home | KanCare | DCF | KDHE | Office of the Governor

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Kansas

Department for Aging and Disability Services

Community Services and Programs Commission

Home and Community Based Services (HCBS) | Behavioral Health Services | HCBS File Utility

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Meet the HCBS Staff
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Autism
Frail Elderly
Intellectual/Developmentally Disabled (I/DD)

HOME AND COMMUNITY BASED SERVICES POLICIES

HCBS Draft Policies

Please send questions and comments about draft policies to KDADS via email at HCBS-KS@kdads.ks.gov. Please put the title of the policy followed by Question/Comment in the subject line of the email to ensure it is reviewed.

Example: Draft IDD Crisis Policy Question/Comment

Expand all

- HCBS Provider Background Check Policy - Comments due by 08.30.2015
- HCBS-WORK Transitions - Comments due 08.30.2015
- IDD Crisis Policy - Comments due 08.30.2015
- Military Inclusion Policy - Comments due 08.30.2015
- Priority of Urgency of Need for Services (PUNS) - Comments due 08.30.2015
- Temporary Care (TC) - Comments due 08.30.2015
- Traumatic Brain Injury Program Eligibility - Comments due 08.30.2015

Click on the policy you wish to view. (For this example we are selecting HCBS–WORK Transitions)

The screenshot shows a web browser window with the URL [http://www.kdads.ks.gov/commissions/csp/home-community-based-services-\(hcbs\)/hc](http://www.kdads.ks.gov/commissions/csp/home-community-based-services-(hcbs)/hc). The page features a header with navigation links: Home and Community Based Services (HCBS), Behavioral Health Services, and HCBS File Utility. A sidebar on the left lists various topics, with 'HCBS Policies' highlighted. The main content area is titled 'HOME AND COMMUNITY BASED SERVICES POLICIES' and includes a section for 'HCBS Draft Policies'. This section provides instructions for submitting questions and comments about draft policies to KDADS via email at HCBS-KS@kdads.ks.gov. It also lists several draft policies with their respective comment due dates (08.30.2015):

- HCBS Provider Background Check Policy - Comments due by 08.30.2015
- HCBS-WORK Transitions - Comments due 08.30.2015
- IDD Crisis Policy - Comments due 08.30.2015
- Military Inclusion Policy - Comments due 08.30.2015
- Priority of Urgency of Need for Services (PUNS) - Comments due 08.30.2015
- Temporary Care (TC) - Comments due 08.30.2015
- Traumatic Brain Injury Program Eligibility - Comments due 08.30.2015

This provides you with the Policy Description, Date Posted, Comments Due date, where to send comments to, Policy Status, and Purpose.

The screenshot shows a web browser window with the URL [http://www.kdads.ks.gov/commissions/csp/home-community-based-services-\(hcbs\)/hc](http://www.kdads.ks.gov/commissions/csp/home-community-based-services-(hcbs)/hc). The page features a header with navigation links: Home and Community Based Services (HCBS), Behavioral Health Services, and HCBS File Utility. A sidebar on the left lists various topics, with 'HCBS Policies' highlighted. The main content area is titled 'HOME AND COMMUNITY BASED SERVICES POLICIES' and 'HCBS Draft Policies'. It includes instructions on how to submit questions and comments via email to HCBS-KS@kdads.ks.gov. A callout box highlights the following policy details:

HCBS-WORK Transitions - Comments due 08.30.2015
Policy Description: HCBS-WORK Transitions
Policy Number: N/A
Date Posted: 08.01.2015
Comments Due: 08.30.2015
Comments To: HCBS-KS@kdads.ks.gov
Policy Status: Draft
Purpose: This policy will provide clarification on consumer transitions from the Working Healthy/WORK (WH/WORK) program to an HCBS program. The policy will include details about the WORK and HCBS program and a clear, concise description of the process for WH/WORK program transitions.

Below the callout box, the following policies are listed:

- IDD Crisis Policy - Comments due 08.30.2015
- Temporary Care (TC) - Comments due 08.30.2015
- Traumatic Brain Injury Program Eligibility - Comments due 08.30.2015

To view the draft policy click on the policy name of the after “Policy Description”. (For this example we clicked on “HCBS–Work Transitions”)

The screenshot shows a web browser window with the URL [http://www.kdads.ks.gov/commissions/csp/home-community-based-services-\(hcbs\)/hc](http://www.kdads.ks.gov/commissions/csp/home-community-based-services-(hcbs)/hc). The page title is "HCBS Policies". The navigation bar includes "Home and Community Based Services (HCBS)", "Behavioral Health Services", and "HCBS File Utility". The main content area is titled "HOME AND COMMUNITY BASED SERVICES POLICIES" and "HCBS Draft Policies". It includes a paragraph asking users to send questions and comments about draft policies to KDADS via email at HCBS-KS@kdads.ks.gov. Below this, there is a list of draft policies with links to view comments. A large blue arrow points to the link "HCBS-WORK Transitions - Comments due by 08.30.2015".

HOME AND COMMUNITY BASED SERVICES POLICIES

HCBS Draft Policies

Please send questions and comments about draft policies to KDADS via email at HCBS-KS@kdads.ks.gov. Please put the title of the policy followed by Question/Comment in the subject line of the email to ensure it is reviewed.

Example: Draft IDD Crisis Policy Question/Comment

[Expand all](#)

[HCBS Provider Background Check Policy - Comments due by 08.30.2015](#)

[HCBS-WORK Transitions - Comments due by 08.30.2015](#)

Policy Description: HCBS-WORK Transitions

Policy Number: N/A

Date Posted: 08.01.2015

Comments Due: 08.30.2015

Comments To: HCBS-KS@kdads.ks.gov

Policy Status: Draft

Purpose:

This policy will provide clarification on consumer transitions from the Working Healthy/WORK (WH/WORK) program to an HCBS program. The policy will include details about the WORK and HCBS program and a clear, concise description of the process for WH/WORK program transitions.

[IDD Crisis Policy - Comments due 08.30.2015](#)

[Military Inclusion Policy - Comments due 08.30.2015](#)

[Priority of Urgency of Need for Services \(PUNS\) - Comments due 08.30.2015](#)

[Temporary Care \(TC\) - Comments due 08.30.2015](#)

[Traumatic Brain Injury Program Eligibility - Comments due 08.30.2015](#)


The draft policy will be displayed at this point.

← → http://www.kdads.ks.gov/docs/default-source/General-Provider-Pages/draft-policies/hcbs kdads.ks.gov

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MMIS Suggested Sites DCF Intranet Web Slice Gallery

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Kansas
Department for Aging
and Disability Services

Phone: (785) 296-4986
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www.kdads.ks.gov

KDADS STANDARD POLICY

Policy Name:	HCBS and Working Healthy/WORK Transitions	Policy Number:	
Division:	Kansas Department for Aging and Disability Services	Date Established:	2/6/15
Applicability:		Date Last Revised:	
Contact:		Date Effective:	
Policy Location:		Date Posted:	
Status/Date:	Draft	Number of Pages:	

Summary

This policy will provide clarification on consumer transitions from the Working Healthy/WORK (WH/WORK) program to an HCBS program. The policy will include details about the WORK and HCBS program and a clear, concise description of the process for WH/WORK program transitions.

REASON FOR POLICY